

Appointments and Governance Committee

22/1 A meeting of the Appointments and Governance Committee was held via Teams on Thursday 3 February 2022 at 3.30 pm.

Present: -

The President, Dr P.R. Preston (in the Chair)

The Vice-President, Mrs H. Gordon

The Vice-President, Mrs K. Owen

Member of the Council, Mrs S. Maple

The Vice-Chancellor

The Deputy Vice-Chancellor

Mr James Magee

By invitation: -

The University Secretary

Head of Governance (Secretary)

Apologies were received from Tom Beardmore-Gray.

22/2 **Minutes of the last meeting**

The Committee received and approved the Minutes of its meeting held on 18 October 2021.

Matters for Report

22/3 **Reports of Committees of Selection (Item 2)**

The Committee received a report of a Committee of Selection for a Professorial appointment in the School of Law, noting that the Vice-Chancellor chaired the panel.

22/4 **Report of the University Executive Board (Item 3)**

The Committee received the report of the University Executive Board noting in particular diversity and inclusion targets to 2026.

Appointment Matters

22/5 Membership of the Council in Class 2 (Item 4 a)

The Committee noted a statement of the present overall position in respect of lay membership of the Council.

The University Secretary confirmed that he would bring forward to the Summer Term meeting recommendations to extend the terms of office by three years for those lay members whose period of appointment was due to expire in 2022.

22/6 Update on Appointments (Item 4 b)

The Committee received verbal updates on progress with the following appointments:

- The Chancellor – the Vice-Chancellor reported that the Working Group had met several times and had agreed a long list and short list of potential candidates. [redacted, section 40]. The Working Group would be reconvened.
- The President – The Vice-President (Kate Owen) confirmed that the date for interview was 22 March 2022, and that the advert would be published later in the week. The Committee noted that a specially arranged meeting of the Council would be convened to approve the appointment.
- Two lay vacancies on Council - At the last meeting it was proposed that the Committee recommend to Council that it recruit to two vacancies early in 2022 such that one could begin as soon as possible, and one could begin on 1 August 2022. The Committee suggested that Council could manage with one lay member short for most or even all of one year. The Committee had previously discussed what skills should be prioritised in recruitment, having due regard to the skills matrix. The advert and candidate pack were now prepared. It was confirmed that a candidate with experience in commercial business/transformational change/land and property should be sought.
- Appointment of the Pro-Vice-Chancellor Education and Student Experience - The Committee noted the appointment of Professor Peter Miskell to the job share role of Pro-Vice-Chancellor Education and Student Experience.
- Director of HR – the University Secretary confirmed that shortlisting had taken place and that interviews were scheduled in March.

22/7 Advance HE toolkit (Item 4 c)

The Committee received the Advance HE toolkit and were asked how it could be used in order to make Council more diverse and inclusive, and whether there were any suggestions to implement in the current round of lay member recruitment

The Committee commented that the document was very helpful but that there was a lot of detail contained within it. The Deputy Vice-Chancellor reported that there were useful

recommendations around recruitment more broadly and that some would tie in well with recommendations from the Race Equality Review.

The University Secretary was asked to liaise with HR to see if the document could be summarised into a learning document.

Governance Matters

22/8 Council Effectiveness Review (Item 5)

The Committee received and noted an update report on actions arising from the Review of the Effectiveness of Council.

The Committee noted that:

- No actions were behind schedule and there was no identified reason why actions with future dates should not be delivered.
- There were several recommendations which flowed from the work undertaken by the President and Vice-Presidents in meeting with Council members 1:1. This was underway and a report on progress made to the meeting of Council on 25 January 2022.
- Recommendations on cover sheets and the representation of risk had resulted in a new template for papers for UEB, Senate and Council, which would be rolled out this term. A discussion on risk has potentially been earmarked for the July Council.
- In terms of more specific recommendations:
 - *2e Elected representatives can speak once a year on a matter of their choosing at Council* – Professor Frazier had spoken at the January Council on the role of the Senate; further talks were planned to January 2023.
 - *4 Vice-Presidents to lead further work on stakeholder mapping, to be complete by summer 2022* – Vice-Presidents (Kate Owen and Helen Gordon) suggested that following their one-to-one meetings with Lay Members that they would meet with the Vice-Chancellor to map lay member skills and experience to the University Strategy. It was reported that Sian Butler had been invited to the Diversity and Inclusion Advisory Board and that Peter Milhofer was helping with the Estate Strategy.
 - *5b Council to consider the University's values and standards.* After discussion of this matter at the September meeting of the Council, the Vice-Chancellor had met with the Director of HR, the Director of Marketing Communications and Engagement, and University Secretary, and a revised paper would be submitted to the Council later this academic year.
 - *8b and c To ensure Council spends time in reviewing current and future external opportunities and threats.* The Vice-Chancellor would lead a discussion on this item at the July meeting of Council.

22/9 Dates of Meetings in Session 2021-22

Tuesday 7 June 2022 at 12.00 pm